

Registered Design Professional in Responsible Charge Letterhead

[Date]

[Owner]
[Owner address 1]
[Owner address 2]
[CSZ]

Final Report of Required Special Inspections

Project: [Project Name]
[Project Address]
San Antonio, Texas

The appropriate design professionals prepared and submitted a list of required special inspections (as required by the International Building Code Section 1704.1) on the permit set of drawings submitted for a building permit for this project.

City of San Antonio Permit Number []

As your registered design professional in responsible charge for all required inspections for this project during construction, to the best of my information, knowledge and belief, the listed required inspections and tests for this project have been performed and all discovered discrepancies have been resolved.

Inspections and tests performed, either periodically or continuously, represent all the work for the item inspected.

Respectfully,

[RDPiRC Firm Name]

[Signature of RDPiRC]

[Name of Registered Design Professional in Responsible Charge]

[RDPiRC Seal]

cc: General Contractor
All Special Inspectors listed below

The following is a complete list of all of the required inspections listed on the permitted construction documents along with the names of each of the inspectors that inspected this project:

Inspection Required		Special Inspector Name / Firm Name
Geotechnical / Structural Related Inspections		
1)	Chapter 1704.7 Soils	_____
2)	Chapter 1704.8-9 Pile / Pier Foundations	_____
3)	Chapter 1704.13 []	_____
4)	[Non Compliant Item] []	_____

Structural Related Inspections

5)	Chapter 1704.4	Concrete Construction	_____
6)	Chapter 1704.3	Structural Steel	_____
7)	Chapter 1704.2	Inspection of Fabricators	_____
8)	Chapter 1704.5/1708.1	Masonry Construction	_____
9)	Chapter 1704.6	Structural Wood	_____
10)	Chapter 1704.13	[]	_____
11)	[Non Compliant Item]	[]	_____

Architectural Related Inspections

12)	Chapter 1704.12	Ext Insulation & Finish Systems (EIFS)	_____
13)	Chapter 1704.11	Sprayed Fire-Resistive Materials	_____
14)	Chapter 1704.13	[]	_____
15)	[Non Compliant Item]	[]	_____

Mechanical Related Inspections

16)	Chapter 1704.14	Smoke Control Systems	_____
17)	Chapter 1704.13	[]	_____
18)	[Non Compliant Item]	[]	_____

* Blank inspections are special case inspections according to Chapter 1704.13.

* Inspectors for inspections not required for this project are listed as “not required”. Inspections not required remain on the list in order to inform the building official that this project does not require the specific inspections.